

BRENTWOOD BOARD OF SELECTMEN  
MINUTES OF JULY 7, 2009 MEETING

Convened: 6:00 p.m.

Present: Jeffrey Bryan  
Andrew Artimovich  
Jane Byrne  
David Menter  
George Waldron

The Board met and reviewed payroll, accounts payable, and signed the register. The Selectmen reviewed and signed the recreation manifest.

Jonathan Ellis was in to present the weekly Treasurer's report.

The Selectmen reviewed the minutes of the 6/23/09 meeting. Waldron made a motion to approve the minutes as written; motion was seconded by Artimovich. All members voted in favor. The Selectmen reviewed the minutes of the 6/30/09 meeting. Waldron made a motion, seconded by Menter, to approve the minutes as written. All voted in favor. The Board read the minutes of the nonpublic session from 6/30/09. Menter made a motion, seconded by Byrne, to approve the nonpublic minutes as written. All voted in favor.

Gil Tuck was in with a building permit for Chris & Eddie Shipley of 229 Pickpocket Road to construct a roof over an existing deck. The Board signed the permit.

Fire Chief Kevin Lemoine had a few issues to discuss with the Board:

- Chief Lemoine is in receipt of a couple prices for the installation of lights on the utility truck. He would like to award the bid to Cocheco Communications for about \$3,000. The Board said they were OK with that.
- Forestry 1 is dead – something apparently broke in the rear end. This is the vehicle they were planning to get rid of anyway. Byrne stated that she believes this is the vehicle the department received from government surplus and therefore they can't sell it. Lemoine's recollection is that the highway department had it for a short time and the FD resurrected it but he will look into it. Bryan asked if we want to list it on Craig's list. Lemoine said he would put it in the paper and request sealed bids. Byrne recommended leaving it at Lemoine's discretion.
- Manpower has dwindled in the last 6 months as they have had several people leave. They are now at 20-21 members. Byrne suggested putting something on the website. In addition, Bryan recommended an article in the Brentwood Newsletter.
- Lemoine questioned whether we want to look into a portable shelter for the new truck. He is concerned with having it out in the elements. The Board questioned the ability to put it in the spot that Forestry 1 will be removed from. Lemoine responded that they could but that it would be a tight fit. When questioned about the cost of a portable shelter, Lemoine said around \$2,000-\$3,000. He has some concern about the tent type shelters as far the security is concerned and said they would want to close it in.
- Lemoine plans to submit the paperwork for the stimulus application tomorrow (7/8/09). It needs to be in by Friday.

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The Board reviewed the notes:

- The Selectmen stated that since the handbook does not state otherwise, a suspended employee can use earned time for the time of suspension. They would like to address this in the next handbook.
- Menter reported that when he attended the Epping Planning Board meeting regarding Sigarms, he was basically told it was too late to declare this issue to be of regional impact. The Epping Planning Board, however, would like to get involved with Brentwood down the road as Sigarms has just bought some more property in Brentwood. Sigarms is still adding to their complex in Epping and erecting a new building but no shooting will take place in it.
- A few updates regarding Crawley Falls Bridge were noted:
  1. The Town needs to pay 20% of cost in excess of 1.212 million.
  2. The project goes out to bid in December to meet ARRA deadlines and needs to be awarded to a contractor by March 1, 2010. Money in the Bridge Capital Reserve Fund can be used for this.
  3. It appears that we will need to have a special town meeting before the time that we award a bid. Kevin Lemoine is wondering if we want to have residents vote then on the fire station as well. Dick Chamberlain has asked to be involved in setting the date. Byrne requested that Stevens check to see what the requirements are for setting a date relative to Town Meeting date.
  4. The Board needs to start thinking about how we will handle the cash flow for this project as we may need to have access to about \$300,000/month. This is a reimbursement program with no advance. We must pay the contractor and Hoyle, Tanner bills monthly and get reimbursed monthly. Do we want to do a line of credit, bond, or any other ideas? Byrne suggested we ask the treasurer to look into it. Stevens explained that the treasurer has already been in touch with someone and has set up a meeting to discuss it in a couple weeks.
- Richard Blanchette of Heritage Painting is recommending the cedar shingles/shakes on the northerly side of the Grange building be replaced. He is estimating a cost of \$3,500. In addition the door trim and jam on the handicap entrance is rotten and needs to be replaced. The rear door is rotting as well. Bryan stopped by and measured the area needing new clapboards today at 325 sq. feet. Byrne requested getting a few local bids for the replacement of the clapboards. Bryan indicated there are time constraints involved as the painters are trying to get things finished up. Byrne suggested just getting some verbal quotes by Friday and run it by the Board members then. The other members were ok with the idea of getting verbal bids for cedar clapboards primed on both sides. They decided to have Jim Colcord take care of the doors.
- The Selectmen agreed that they will not require Jim Michaud to have additional insurance beyond auto coverage as long as it is not required by the state/DRA.

Menter made a motion, seconded by Artimovich to go into nonpublic session per RSA 91-A:3, II(c) to discuss property tax payment arrangements with Mr. Rullo. Bryan,

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Artimovich, Byrne and Menter voted in favor; Waldron was opposed. Motion carried to go into nonpublic session.

A motion was made by Byrne to come out of nonpublic session and seal the minutes. Motion was seconded by Menter; Bryan, Artimovich, Waldron, Byrne and Menter voted in favor.

Wayne Robinson, police chief, was given the civil forfeitures for unlicensed dogs by the Board of Selectmen.

The Selectmen reviewed with Road Agent Wayne Robinson the proposed signage for the highway shed regarding acceptable/unacceptable items. They agreed that a sign should indicate that there will be a \$250 fine for each occurrence of unauthorized dumping. They all discussed the need to have separate signs for the bulky goods dumpster and the metals pile.

The Board signed the following documents:

- A letter of appreciation to Carole Belliveau
- A letter of support to Kevin Lemoine and the fire station building committee
- A letter to the NH DOT authorizing John Kennedy to act on behalf of the Town in the process of getting a driveway permit for the proposed fire station.
- Waldron made a motion to allow Bryan to sign a Municipal Agreement between the Town and the NHDOT that lays out the responsibilities of each party. Motion was seconded by Artimovich; all voted in favor.

At 6:45 p.m. Bryan turned the meeting over to the Department of Transportation.

Craig Green, the administrative highway designer from the NHDOT for this project, introduced himself. In addition, Mike Dugas, chief engineer, and Doug DePorter, District 6 Engineer, were in attendance. Green explained that the purpose of the meeting is to discuss the intersections of Rte 125 and 111A, and Rte 125 and North Rd. It is a public informational meeting; it is an informal meeting to give the DOT to discuss some of the safety issues and some of the concepts that they are proposing. In addition, it is an opportunity for the public to ask questions and give comments on the projects.

Green gave a bit of the background and some general information regarding the highway safety improvement program. These 2 intersections have been of interest to the Town for a while because of safety issues. These 2 intersections came back to the DOT through the work they've been doing on the Highway Safety Improvement Program. This program is a source of funding that was included in the last reauthorization of the federal highway program. It came about because the federal highway administration and some other agencies that deal with highway safety had become increasingly alarmed by the number of fatalities on the nation's highways. For that reason they included a program that will provide a source of funding to allow for modest safety improvements that would achieve a significant reduction in the number of fatalities and injuries. This is a data-driven program that is contingent on supporting crash history. The 2 intersections being discussed met the criteria for funding through this program.

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The NHDOT spoke with town officials back in January to discuss issues and kinds of crashes that have happened at these intersections. From there they did more work on the concepts.

Mike Dugas then presented the concepts. He first discussed the 111A intersection:

- Presented an aerial photograph of the intersection including a drawing of the proposed layout.
- Summarized traffic counts and crash statistics for the intersection.
- Replacement or enhancements to the bridge to the south of the intersection are beyond the scope of this project.
- The traffic count justifies signals.
- Proposing left turn lanes onto 111A from north and south bound lanes of Rte 125.
- Will narrow the shoulders 4' to gain the 12' needed from the center of the road for the left turn lanes.
- Will also add north and south bound right turn lanes. The north bound right turn lane is shorter due to the bridge to the south.
- Will resurface the road to modify the lane markings.
- A concern that was raised in the January meeting with Town officials was the visibility of the approaching intersection coming from the crest to the north. After investigation, they found the site distance from the crest is 800'. Based on the expected 40 mph posted speed you would only need 400'.
- Another issue mentioned was stopped trucks heading north that will need to climb the grade. The grade is 4.4% which is not steep. In doing the research to see if it warrants a passing lane/climbing lane, they found the hill is about 1000' long and that at about 500' from the intersection the shoulder widens out allowing enough room for trucks to pull over if needed.

Dugas opened the floor to questions regarding this intersection:

1. Senator Barnes inquired about a possible completion date. The DOT reps explained that they plan to advertise the project this fall and anticipate that a majority of the work will happen next year. The signals take 4-6 months to arrive after ordering. They anticipate work to be complete next fall (2010).
2. John Kennedy asked about a warning light at the top of the crest for south bound traffic so that people have a warning. Craig Green said they would like to avoid it but will consider it. They will take it back for a traffic engineer to look at.
3. Don Petterson asked if the signal will be on a timer or traffic sensitive. The signal will activate when there is traffic waiting on Rte 111A.
4. Kennedy asked if the control box can be located in a position that, if and when a fire station is approved for that corner, they could connect into it to control the lights in case of fire. Green's response was that it probably could be set up in such a manner that would allow for that in the future.
5. Chief Kevin Lemoine asked if they'll be set up with opty-com. Green said if they receive a letter of request from the town they would be able to do that.

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6. Lemoine then questioned if the signals will hang out over the road or if there will be some type of island housing a pole. Dugas said the poles will be on the sides of the road and the arm will hang out over the road housing the signals.
7. Police Chief Wayne Robinson asked if they would be removing the passing lane to the south of the intersection. Green responded that they weren't anticipating changing it but since it has been brought up as an issue they'll have their traffic engineer look at it.

Mike Dugas then went on to discuss the North Rd intersection:

- Again he presented an aerial photo with drawings of the proposed changes.
- When they spoke to town officials in January the main concern seemed to be crossing or entering onto Rte 125 from North Road.
- Traffic counts and crash data was again reviewed.
- The counts do justify traffic signals.
- There are already left turn lanes in existence which would be retained. In fact, all 4 approaches would remain the same.
- Signal here will be fully actuated as well, meaning it will be triggered by waiting traffic.
- At both intersections, lighting would be replaced.

The DOT then took questions regarding Rte 125/North Rd intersection:

1. A resident asked how much additional illumination will be resulting. Green responded that they'll just be replacing lights that are there today.
2. John Kennedy asked if there is any chance of getting right turn lanes onto North Rd from both north and south bound lanes of Rte 125. The DOT said they will look into it.
3. The owner of the chiropractic business located just south of the intersection asked if they would consider extending the left turn lane beyond the intersection to ease the turn into his driveway. Green asked if there is any possibility of moving the driveway a bit to the south. The owner said he hasn't considered it. The DOT said they will look at the different possibilities.
4. Lemoine asked if both projects would be going on at the same time. The DOT said they will send out 1 contract for both locations and whether or not the contractor will work on both at the same time they can't say for sure. Their hope is that they'll both be done by fall of 2010.

The representatives of the DOT wrapped things up by explaining they'll be finalizing the plans, looking into the issues that were brought up tonight, and will contact the town regarding construction zone traffic control and their responsibilities. Jack Barnes asked who the flagpeople will be and who will pay for them. The response was that generally the flaggers, and if needed the police officers, would be taken care of by the state as part of the project. Selectmen Byrne questioned who will pay for the lights. Greene said he believes the signals will be paid by the DOT and as far as illumination, since Rte 111A is a state road it would be paid by the state. With North Rd, 3 sides of the intersection are state roads, 1 is town (North Rd to the west of Rte 125) so they it will probably be paid by the state but they are not 100% sure.

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The Selectmen returned to their regular meeting.

Road Agent Wayne Robinson discussed the bids they've received for the work on the South Rd Bridge. He should have a final figure in the next few days. He would like to be able to start the prep work now. The Selectmen said it is ok to do that. Robinson reported that the hazardous waste dumpster is gone.

Robinson, as police chief, then reported that as he did last year he will once again get a credit for the police cruiser through Adamson's.

John Kennedy asked the Selectmen for a letter authorizing him to represent the town in the driveway permit matter for the new fire station. They explained that they already signed it this evening. Kennedy then continued that he would like to have one on behalf of the Planning Board. Stevens explained to the Board that Kennedy had approached her on Monday requesting that she write a letter on behalf of the Planning Board stating that they have no issues with the proposed driveway for the future location of the fire station. Stevens continued that she does not feel she has the authority to write that letter and with Planning Board Chairman Bruce Stevens and secretary Kathy St. Hilaire both being out of town this week, she checked with Glenn Greenwood, Circuit Rider Planner. He did not recall this issue ever being discussed by the Planning Board. Therefore she has not written the requested letter. The Board agreed that Stevens will not write the letter. Kennedy responded that as a result, the project will not be "shovel-ready" by 7/10/09 as required by the Fire Station Grant application. Bryan responded that as far as he is concerned it is not "shovel-ready" anyway as we haven't had a special meeting to vote on the fire station.

The Board reviewed the legal bids for town representation and Bryan read a letter from Glenn Greenwood, Circuit Rider Planner, regarding his thoughts on the firms. The Selectmen chose the following firms to come in for interviews: Daniel Crean, Mitchell Municipal Group, Hage Hodes, Sykas Law Office and Cronin & Bisson. Appointments will be made for July 21, 2009 & August 4, 2009.

At 7:50 p.m. Artimovich made a motion, with a second from Waldron, to adjourn. All voted in favor.

Respectfully submitted,

Julie Stevens